



---

## **Minutes City Council's Arts and Community Services Committee April 18, 2007**

---

Minutes of the City Council's Arts and Community Services Committee held on Wednesday, April 18, 2007, 3:00 p.m., at the Library Board Room, 3500 S. Rural Road, Tempe, Arizona.

**Committee Members Present:**

Councilmember Barb Carter, Chair  
Councilmember Shana Ellis

**City Staff Present:**

Tom Canasi, Comm Svcs Mgr  
Andrew Ching, City Attorney  
Cheryl Danna, IT/Business Analyst  
Travis Dray, Deputy Mgr Recreation  
Kathy Gasperich, Council Aide  
Jan Hort, City Clerk  
Diane Johnson, Admin Asst  
Terri Metros, Deputy Comm Svcs Mgr  
Sheri Partridge, Council Aide  
Cecelia Pinkston, Mgmt Asst  
Adrienne Richwine, Fine Arts Supervisor  
Mark Richwine, Parks & Recreation Mgr  
Sherry Warren, Youth Svcs Supervisor  
Mark Wittenburg, IT/System/Net Supervisor

**Guests Present:**

Emily Bradley, DTC  
Erin Maupin

***Councilmember Carter called the meeting to order at 3:00 p.m.***

**Agenda Item 1 – Boards & Commission Study**

Andrew Ching summarized that on March 1<sup>st</sup>, Council directed his office to take the board and commission consolidation recommendations to the affected boards and commissions for their input over the following 120 days. The affected boards are the Double Butte Cemetery Advisory Committee, the Rio Salado Advisory Commission, and the Golf Advisory Committee. All of these boards have uniformly opposed the recommendations, with a universal concern that their voice will be diluted by consolidation to a larger board.

Councilmember Carter asked for clarification on “standing committee.”

Mr. Ching responded that there are two scenarios. The first scenario is that potentially members of the existing board would be a standing committee where they would look at issues currently within their jurisdiction, but at the direction of the overall board. The second scenario would be that existing members of the Parks & Recreation Board are each assigned, in groups of two or three, to be a standing committee. The first scenario would be preferred because some of those members would still exist. However, the concern with that scenario is that it becomes a group of unwieldy size.

Councilmember Carter had a concern whether the Double Butte Committee actually sits under the Parks and Recreation Board. The Golf Committee, however, does sit under the Parks and Recreation Board, and she would be in favor of at least moving that recommendation forward to Council. In the past, moving the Bicycle Committee to the Transportation Commission has worked well.

Mr. Richwine summarized that for its entire history as an entity under the City of Tempe, the cemetery was overseen by the Parks and Recreation Board. Upon re-acquiring the cemetery, the Double Butte Cemetery Committee was created to guide Council by providing recommendations on decisions involving the property.

Councilmember Carter asked about the Rio Salado Advisory Commission and whether it could be collapsed into the Parks and Recreation Board.

Mr. Ching responded that there are some departmental jurisdiction issues. The Rio Salado area is included in the Beach Park which is already under the control of the Parks and Recreation Department and also includes Town Lake and the linear park which is under Community Development and Rio Salado management. This is an historic anomaly that occurred when the park was originally opened in 1999.

Mr. Richwine summarized that anything under the jurisdiction of the Parks and Recreation Board per City ordinance, whether it is in Rio Salado Park or not, currently goes through the Parks and Recreation Board. It's just a matter of whether or not it's the Parks and Recreation Manager or the Rio Salado Manager as to the staff for the particular geographic area. Council created a Rio Salado Park in 1998 to include entire park grounds between the Hohokam Freeway, McClintock, the 202, and Rio Salado Parkway, with the exception of Tempe Beach Park which already existed. The Rio Salado manager, per the Code, is given the responsibility of staff liaison to the Parks and Recreation Board for all park-related issues for Rio Salado Park and Tempe Beach Park. Clearly, there are different duties and responsibilities that fall under the guise of the Rio Salado Advisory Commission, but as far as it pertains to those functions on which the Parks and Recreation Board advises Council, the Rio Salado Manager serves as the liaison for the Parks and Recreation Board. There are several non-park related issues associated with the Rio Salado Advisory Commission, such as development-related issues and the Enhanced Services area.

Mr. Ching added that the Rio Salado Commission uses technical expertise on those issues. The Parks and Recreation board would look only at park-related issues and development and enhanced services issues do not fit. That's why commission members recommend that the Rio Salado Advisory Commission to continue.

Councilmember Ellis stated that she is in favor of consolidation, if at all possible, and inquired as to whether the agendas are usually full. She was concerned that combining these committees into the Parks and Recreation Board would create very long meetings.

Mr. Richwine responded that those boards do not meet twelve times per year. All of the boards have nine members.

Councilmember Ellis stated that when the Double Butte Cemetery Advisory Committee and Rio Salado Advisory Commission were formed, there were many decisions to be made and now a lot of those decisions have been completed. She would favor the Golf Committee and the Double Butte Cemetery Advisory Committee being combined with the Parks and Recreation Board. She would favor it being accomplished through attrition (not filling seats on boards to be combined) so that members would not feel displaced and still have a role.

Councilmember Carter asked whether specific expertise is considered for those serving on the Golf Committee. When the DRB and P&Z were collapsed into the Development Review Commission, certain qualifications were specified. Could that be done in this case?

Mr. Richwine responded that those who have served on the Golf Committee have simply had an interest in golf.

Councilmember Ellis felt that the Rio Salado Advisory Commission required certain expertise because of the development aspect. She recommended keeping Rio Salado Advisory Commission separate.

Mr. Richwine added that the Rio Salado Manager has served as the liaison to the Parks and Recreation Board for park and recreation issues and it has worked for the past ten years.

Councilmember Carter asked if he would be in agreement with moving the Double Butte Cemetery Advisory Committee and the Golf Committee forward to be part of the Parks and Recreation Board as a recommendation for Council.

Mr. Richwine responded that those two functions were at one time under the purview of the Parks and Recreation Board. It was Council's decision to create two separate bodies to give more citizens direct involvement in that particular subject area. It would be up to Council if they feel it would be more efficient to consolidate those groups.

Councilmember Carter asked if he thought it would be unwieldy to have a 15 member board,

Mr. Richwine responded that there are other boards of that size.

Mr. Ching stated that if there would be a consolidation, it might be necessary to revise and spell out the duties and functions and to consider a renaming that would be more inclusive of the other functions.

Councilmember Ellis stated that it is important to have the capacity to add on more boards and commissions as needed. Currently, we do not have the capacity to do that because it has been too staff-intensive and there are probably some topics out there that other cities address through commissions. We need to be able to address current issues and not have a commission just because we've always had a particular commission.

Councilmember Carter asked if the Golf Committee has always been separate from the Parks and Recreation Board.

Mr. Richwine responded that initially it was formed in 1974 as an ad hoc advisory committee to the Parks and Recreation Board to help guide the development of the Ken McDonald Golf Course. It was made an actual citizens advisory board in 1997. Individuals who serve are very passionate about their service.

Councilmember Carter added that she has a big concern about the staff workload to staff these boards and commissions.

**DIRECTION: Recommend consolidation of the Double Butte Cemetery Advisory Committee and the Golf Committee with the Parks and Recreation Board. Take to IRS in late June or early July.**

#### **Agenda Item 2 – Historical Museum Update**

Tom Canasi summarized that this \$3.5M CIP project began this fiscal year.

- The Museum is approximately 35,710 sq. ft., has not been renovated since it was converted from the old library, and is unable to serve future needs.
- A working committee composed of staff, Engineering representatives, City architect, and Tempe Historical Society and Historical Museum Board representatives was established.
- The project will:
  - redefine the exhibit area to be 75% flexible, 25% static, a reverse of the current area.
  - integrate new technology and innovation in interpreting Tempe's story. Current exhibits are surviving on 30-year-old technology.
  - attract young people into a designated area and create a synergy between divisions.
  - create a summer camp concept regarding arts and culture.
  - make the campus and museum more of a destination location.
  - increase programming space. Current classroom capacity of 50 people needs to be tripled to include 150 people. Programming needs to drive attendance.
  - create a dynamic and visible entrance.

Mr. Canasi added that an RFQ was issued on April 16<sup>th</sup> and will close on May 17<sup>th</sup>. Staff anticipates a review panel composed of Friends of the Library, board members and staff. Staff will return to the Council in June, with selection of an architect in July. Plans are to have the architectural process completed by Spring of 2008, and construction completed by the end of 2008 or early in 2009. Plans are on schedule to date.

Councilmember Carter expressed a concern with the adequate level of ITD staffing needed to meet the additional technology related workload.

#### **Agenda Item 3 – Library Technology Update**

Tom Canasi summarized that Council approved an \$8M CIP project beginning this fiscal year and stretching over the next several fiscal years to renovate the internal structure. This building

was completed in the late 1980's and is working on outdated technology. He highlighted the plans which will begin in the lower area.

- Creation of a children's experience with a façade from children's literature themes
- redefinition of computer access center
- creation of a high-tech teen area
- creation of a classic reading room
- better lighting, better stacks, better displays
- radio frequency tagging of books to allow self-checking
- minimal changes to upper level
- creation of a better sense of art galleries throughout library

Mr. Canasi added that the project is beginning by addressing the technology needs. The new library will be high tech, high touch.

Cheryl Danna summarized the technology issues:

- 120 work stations, free wireless
- free computer classes
- capability to download from Channel 8
- e-books, audio books, electronic reference databases

She added that vendors are pushing libraries to update reference materials electronically and to upload orders.

Mark Wittenburg added that to provide the types of desired services, patrons need to be provided with multi-media access and services. The library has three challenges. The first challenge is the age of the library and the wiring of the structure. The second challenge is the bandwidth limitation, and the third challenge is the voice and data equipment that operate the library.

- Patrons are expecting the speed they have at home.
- The internet connection is running from 95% to 100% utilization while the library is open. Data will quadruple over the next five years.
- The next upgrade to the voice and data equipment running the equipment will go beyond the physical limitations of the building's wiring.
- The phone system was installed in 1989 and has had two upgrades, but it doesn't interface with the internet or with the City's databases.
- First phase will be to upgrade the wiring and that will be coupled with the construction.
- Internet connectivity needs to be upgraded. That upgrade will be accomplished through a new connection to Cox Communications. This will upgrade our connection speed by ten-fold.
- Upgrade the data network and the equipment running the data network. This will support the new wiring which will provide the library with the flexibility to provide the desired services.
- Update the voice system to allow the system to talk to the databases and provide patron information.

Mr. Wittenburg continued that the first phase will involve securing the internet connection. The new high speed connection has been upgraded, and staff expects the new connection in the next month for testing. The second phase should start at the end of the summer and will involve the wiring on the second floor of the library. Wiring in the offices and administration areas will

be done first, followed with the beginning of the installation of the new phone system. The third phase will involve working with Community Services and the architect to determine a plan to re-wire and re-work the first floor and basement area.

Councilmember Carter hoped that staff is projecting as much as possible for future needs.

Mr. Wittenburg responded that when the new wiring is installed, it will be the latest technology. There will be quite a bit of growth available on the wiring and the same is true with the data equipment.

Mr. Canasi added that the library is one of the busiest buildings in the State with over 1M people per year passing through the doors. After completing the behind-the-scenes portion, work will begin with staff, the Board, and the Friends of the Library this Fall to visualize what we want internally and then issue an RFQ for an architect early in 2008. The construction process will be a lengthy and inconvenient process because sections will need to be closed.

Mr. Wittenburg added that wiring will be done when the construction is 80% complete, two phone systems will be running at the same time and there will be signs and messages in advance.

Councilmember Ellis asked if there will be a program room upgrade.

Mr. Canasi responded that the program room will be upgraded. TLC has been upgraded a number of times, but the program room stands pretty much as it was. There will be video conference wiring for presentation capability.

Councilmember Ellis asked if there would be changes to the café to make it more accessible.

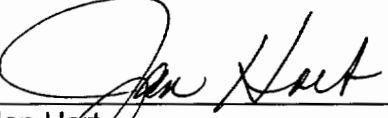
Mr. Canasi responded that no changes are planned, but signage could be used to address that area and a better visual approach might be created.

**Agenda Item 4 – Future Agenda Items.**

- FEVA - Cemetery rate increase
- Meeting schedule
- ADA update

***Meeting adjourned at 4:05 p.m.***

Prepared by: Connie Krosschell  
Reviewed by: Jan Hort

  
\_\_\_\_\_  
Jan Hort  
City Clerk